The Western Sydney University congratulates all the graduands participating in Graduation. We extend a warm welcome to you and your family and friends.

Congratulations!

In this guide you will find a brief summary of information about graduation day.

**ARRIVAL, REGISTRATION AND REGALIA**

Graduands must arrive and register at Building EB no later than 1.5 hours before the beginning of their ceremony. Here they will receive their seat allocation, guest tickets, graduation book and their hired or purchased regalia.

A maximum of four tickets are issued to each graduand for their guests. No extra tickets are available by request under any circumstances.

- Guests with tickets must be at the auditorium entrance door no later than 30 minutes prior to the beginning of the ceremony.

- Children over the age of two must occupy their own seat and count as a guest for ticketing purposes. Due to fire regulations, prams are not permitted in the auditorium, however storage is available upon entry to the auditorium.
THE CEREMONY
Graduands will need to enter the auditorium 30 minutes before their ceremony starts so they can be seated in the correct seat and watch a short demonstration on how to cross the stage.

During the ceremony graduands will be asked to stand and their awards will be conferred. Graduands will then be called, row by row to await individual presentation in sequence. A Western Sydney University staff member will complete a final check of each row. It is important that graduands remain in their allocated seat to ensure their name is called in the correct order.

LENGTH OF CEREMONIES
Western Sydney University graduation ceremonies typically run for 1 to 1.5 hours. All graduates are required to remain in the auditorium until the conclusion of the ceremony.

Graduands, family and friends are invited to join us for complimentary refreshments in the marquee after the ceremony to celebrate.

REGALIA RETURN
All hired regalia must be returned to building EB within 45 minutes of the conclusion of your ceremony. The Graduation Seat Allocation and Receipt of Regalia Return slip must be stamped by the Graduation Team as proof of regalia return.

For more information about what to expect on the day please go to westernsydney.edu.au/attendyourceremony

We hope you enjoy the day.
National Anthem

Australians all let us rejoice,
For we are young and free;
We’ve golden soil and wealth for toil;
Our home is girt by sea;
Our land abounds in nature’s gifts
Of beauty rich and rare;
In history’s page, let every stage
Advance Australia Fair.

In joyful strains then let us sing,
Advance Australia Fair

Order of Proceedings

Welcome and information for graduands
Entry of the academic procession
National Anthem
Welcome from Chancellor
Conferral of awards
Presentation of awards to graduands
Presentation of honorary awards*
Guest speaker
Presentation of awards to graduands
Closing address
Academic procession leaves auditorium, followed by graduates

* Please note honorary awards will only be presented at some graduation ceremonies.
Capture the Moment

Remember this milestone moment forever with a professional stage crossing photograph from Silver Rose Photography.

WESTERN SYDNEY UNIVERSITY
Graduation Ceremony 2016

You will also receive a SMART FILE.
(for smart phones and social media apps.)

$49 Stage Crossing Photo and High Resolution SMART FILE

Visit us at the Silver Rose sales counter in the pavilion immediately following your ceremony.

Silver Rose Photography
Phone: (02) 4385 1810
Email: graduations@silverrose.com.au

visit us at silverrose.com.au
Professional Graduation Portraits

Remember your Graduation Day with a free portrait sitting from Silver Rose Photography. Our studios are next to the auditorium entrance and we are open before and after your ceremony.

FREE PORTRAIT SITTING
No sitting fee and pre bookings. No sales queues or registration. Online viewing and purchasing. Prices start from just $29. No obligation to purchase.

Our experienced photographers specialize in graduate portraits as well as couples, families, and friends. We take care to ensure your robes are correct and you look just right for this very important occasion.

Silver Rose Photography
Phone: (02) 4385 1810
Email: graduations@silverrose.com.au
visit us at silverrose.com.au
Come early and beat the queues

Our studios can be busy just after your ceremony. We are open all day from 8am and visiting our studios before your ceremony guarantees you prompt service.

We have University degree testamurs on hand to use during your sitting. We invite you to bring flowers or any special personal possessions.

“Sometimes you may never know the value of a moment until it becomes a memory”

Silver Rose Photography
Phone: (02) 4385 1810
Email: graduations@silverrose.com.au
visit us at silverrose.com.au
View Proofs Online

Your portrait and stage crossing photos will be uploaded to our website the following day. Your family and friends will be able to view your graduation photographs the morning after your ceremony.

Our photographers will hand you a white card after your studio portraits have been taken. The card contains a secure customer code which enables you to access your proofs and purchase prints and digital products directly from our website.

Great Range of Traditional and Digital Products

You can choose from an exciting range of traditional photographs, value for money packages, canvas mounts, decor packages as well as high resolution images.

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Email: graduations@silverrose.com.au
visit us at silverrose.com.au
AMBASSADOR PRODUCTIONS

GRADUATION PLAQUES
FOR PRE-ORDER

A Gold Rosewood Timber
Standard $115 (approx. A4)

AL Gold Rosewood Timber
Large $165 (approx. A3)

C Gold Clear Acrylic
Standard $125 (approx. A4)

A Silver Rosewood Timber
Standard $115 (approx. A4)

AL Silver Rosewood Timber
Large $165 (approx. A3)

C Silver Clear Acrylic
Standard $125 (approx. A4)

B Gold Black Timber
Standard $115 (approx. A4)

BL Gold Black Timber
Large $165 (approx. A3)

D Gold Black Acrylic
Standard $125 (approx. A4)

B Silver Black Timber
Standard $115 (approx. A4)

BL Silver Black Timber
Large $165 (approx. A3)

D Silver Black Acrylic
Standard $125 (approx. A4)
Ambassador Productions produces individually laser engraved plaques that are perfect for the home or office. Our range includes standard and large timber, plus standard acrylic.

Customise your plaque from the options on the previous page. Choose a plaque style: Rosewood or Black Timber, Clear or Black Acrylic. Then either a gold or silver plate and the size. Select style, plate and size carefully, changes cannot be made after orders have been processed.

**How to order**

**Pre-order and collect on your graduation day** Order online 3 weeks before your graduation date and your order will be ready for you to collect from our sales desk at your graduation. Visit ambassador.com.au/uwspreorder

**On graduation day** Complete the order form below and the payment details on the following page and bring your degree to our sales desk for photocopying.

**After graduation day** order online at ambassador.com.au and upload a copy of your degree certified by a Justice of the Peace.

**ORDER FORM**

**Graduation plaques** see previous page for plaque descriptions

<table>
<thead>
<tr>
<th>Plate Backing</th>
<th>Size</th>
<th>Pre-order price</th>
<th>On day price</th>
<th>Quantity</th>
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Prices are for pre-order and on the day of your graduation. Prices after graduation day are more expensive.

*Overseas postage per plaque see details on the next page.

**Payment details** see following page
Graduate details
Graduate’s name exactly as shown on degree
Your name if different to above
Mailing address
Suburb
State   postcode
Country if posting overseas
Phone home
Phone mobile/work
Email
Award title
Graduation date   time

Payment details (for mail orders only)
Money order   Cheque
pay Ambassador Productions Pty Ltd
Credit card
VISA   MasterCard   we only accept VISA or MasterCard
Card number for orders by mail

Expiry date
CCV
Name on card
Signature of card holder
I confirm my order
Signature

Postage
Graduation plaques Prices include postage and packing within Australia. Overseas postage per plaque, including insurance: Standard: NZ $35, Asia $50, USA/Canada $55, other $70. Large: NZ $50, Asia $65, USA/Canada $75, other $105. Additional charges apply for express mail with tracking.

To order online visit ambassador.com.au
Ambassador Productions Pty Ltd
PO Box 384 Randwick NSW 2031 Australia
phone +61 (0)416 111 226
fax +61 (0)2 9326 4199
email enquiries@ambassador.com.au
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Framing your degree is done on the spot in a few minutes
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Register or login now
westernsydney.edu.au/careers
“Thanks to the donors that have supported me with a scholarship, I am moving closer to achieving my dream of becoming a paramedic. Despite all that has happened, I know I will succeed with the chance I have been given.”

REBECCA AYTON
Western Sydney Community Scholarship Recipient

Rebecca’s life was turned inside out when a series of tragic circumstances hit her family.

Now in the third year of her studies, the scholarship support Rebecca receives means that she is able to pursue her dream to help others as a paramedic – despite the hardship of her situation.

There are more students who need a little help to break away from what limits them.

Your gift today will help students, like Rebecca, with a chance to reach their potential UNLIMITED.
YOUR GRADUATION GIFT

Make an online graduation gift at westernsydney.edu.au/graduationgift

Yes, as a graduate/friend of the University I would like to support student scholarships with a tax deductible donation of:

Amount  $50  $25  $10  Other $  

Frequency  per year for 4 years  once-off

CONTACT DETAILS

Name  Student ID  
Address  
Phone  Email  

METHOD OF PAYMENT – CREDIT CARD PAYMENTS

Please debit my  Visa  MasterCard  
Credit Card Number  
Expiry Date  CVN (see back of card)  
Cardholder Name  
Signature  Today’s Date  

All gifts of $2 or more made to Western Sydney University are tax deductible. For tax information relevant to your circumstances please seek independent tax advice.

Please return your completed form to:
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Thank you for your support

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Western Sydney University privacy policy can be found at westernsydney.edu.au/privacy
Graduation memorabilia, Western Sydney University branded products and all other purchases.

PARRAMATTA ONLY
Building EJa

WESTERNSYDNEY.EDU.AU/UNIVERSITYSTORE

*Purchases made on Graduation Day only. Present this to redeem the above offer.
VISIT THE HISTORIC

FEMALE ORPHAN SCHOOL
(1813)

Home to the Whitlam Institute and Margaret Whitlam Galleries

Open to the public Thursdays and Fridays 10am – 4pm.

Female Orphan School
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westernsydney.edu.au/fos
**TESTAMUR**
The testamur includes the graduate’s full name as recorded in the student management system, the name of the award, the name of any key program(s) (where applicable), certain majors, any class of honours, awards with distinction, the date of conferral and a unique Western Sydney University registration number. The graduate’s testamur is issued under the University's Seal, is conferred by the Board of Trustees and signed by the Chancellor, Vice-Chancellor and Academic Registrar. Please note there can only be one testamur for each award in circulation at any time.

**THE AUSTRALIAN HIGHER EDUCATION GRADUATION STATEMENT**
(AHEGS) provides information on the course of study undertaken, details of a student’s academic achievements, information on the university at which the degree was undertaken and details of the Australian higher education system. The AHEGS is a document given to students with their testamur at graduation. To order additional copies, please visit westernsydney.edu.au/graddocs

**AWARD VERIFICATION SERVICE**
The Western Sydney University Award Verification Service is an online database containing the name, conferral date and award title of past Western Sydney University graduates. The database is updated one week after your graduation. If your potential employer or an employment agency needs to verify your gradation details with Western Sydney University, direct them to use this quick, easy and free online service. westernsydney.edu.au/avs

**ACADEMIC TRANSCRIPT**
An academic transcript is the formal written record of all study undertaken at Western Sydney University and includes all results achieved. If you require a transcript of results for all attempted units during your study at Western Sydney University, please visit westernsydney.edu.au/graddocs

In the event you misplace any Western Sydney University document, please visit the University website for information. westernsydney.edu.au/graduations
Complimentary coffee voucher

Present below voucher at one of the coffee outlets on the day of graduation to receive your complimentary coffee.

*connect staff please tick box once redeemed